

July 26, 2011

A regular meeting of the Council of the City of Bedford, Virginia, was held in the Council Hall of the Municipal Building at 7:05 p.m., July 26, 2011.

Members present: Mayor W. D. Tharp; Councilwoman Mary L. Flood; Councilman Guy E. Murray, Jr.; Councilman Steve C. Rush; Councilman C. G. Stanley, Jr.; Councilman James A. Vest; and Vice Mayor Robert T. Wandrei

Members absent: None

Staff present: City Manager Charles P. Kolakowski; City Attorney W. W. Berry, IV; and Deputy Clerk of the Council Debra B. Anderson.

Staff absent: Clerk of the Council Teresa W. Hatcher

Mayor Tharp opened the meeting and led all present in saying the Pledge of Allegiance to the Flag.

Mayor Tharp declared that the minutes of a called Council meeting held on July 12, 2011, and the minutes of a regular Council meeting held on July 12, 2011, were approved as distributed.

City Manager Kolakowski reported on the following:

- Gave kudos to the entire City staff for their handling of the extreme weather during the past 10 days including the office staff when the air conditioner broke on the main floor of the Municipal Building; the utility crews out in the field kept the electric going; the garbage got picked up and work got done around the City under some extreme situations
- August 2 – the second annual observance of the National Night Out in the City – encouraged everyone to participate
- Announced that the Chief of Police said a rabid skunk had been found in the City and the Health Department will be going door to door providing warnings and information to homeowners

Peggy Bias, Bedford Library, said the Library is looking at the possibility of forming a larger regional library with some of the neighboring jurisdictions. Ms. Bias gave members of Council a report regarding the possibility of establishing a regional library system. She said at this time, Lynchburg, Bedford, and Campbell County have issued an RFP for a library consultant to do a study that would make a recommendation as to whether there would be cost savings or other opportunities that would derive from forming a regional library.

Vice Mayor Wandrei asked how the e-book program was doing.

Ms. Bias said the program is incredible. She said the program started on May 2 and within two weeks ninety percent of the materials that had been purchased were checked out. Ms. Bias explained how the e-book program works.

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The Mayor said that Phyllis Parker, City School Board member, asked that the information delivered to Mickey VanDerwerker, who is the City representative on the County School Board, also be given to the City School Board members.

Councilman Vest, Chairman of the Finance Committee, reported the Committee met earlier in the evening and reviewed the preliminary year-end financial report. Councilman Vest commended the City Manager, his staff, and the department heads for a job well done under very trying conditions during the past fiscal year.

City Manager Kolakowski said at the end of each fiscal year, the City has purchase orders which are outstanding and have not been completed. These would include goods and services that have already been ordered, but not yet received or invoices that have not been paid by June 30th. City staff is requesting the reappropriation of the funds that are outstanding on purchase orders as of June 30, 2011, to the budget for Fiscal Year 2012. The City Manager said that members of Council had received a detailed list of the amounts requested by account number. City Council was requested to approve the reappropriation of purchase orders per the list.

On motion by Councilman Murray, seconded by Vice Mayor Wandrei, voted upon and carried unanimously by a roll call vote, Council approved the reappropriation of purchase orders per the following list. Roll call vote follows:

Councilwoman Flood	aye
Councilman Murray	aye
Councilman Rush	aye
Councilman Stanley	aye
Councilman Vest	aye
Vice Mayor Wandrei	aye
Mayor Tharp	aye

The list of purchase orders follows:

PURCHASE ORDERS OUTSTANDING AT 6-30-11

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT AT 6-30-11
10011242 531270	Misc. Accounting Services	3,882.00
10033110 557247	Regional Crash Team Grant FY 2011	1,480.00
10033110 557250	VML Safety Grant - 2011	4,000.00
10033110 560110	Uniforms	7,231.00
10033110 560148	Bike Supplies	847.10
10033210 533100	Bldg & Grounds Maintenance	3,038.43
10044115 560171	Materials & Supplies - Curbs	8.43
10044115 560172	Materials & Supplies - Sidewalks	11,631.61
10044120 560173	Materials & Supplies - Streets	17,560.10
10044120 560178	Blacktop	40,000.00
10044131 560195	Storm Drainage Projects	42,000.00
10044240 559010	Corrective Measures - Old Landfill	75,807.47
10066450 533132	Roof Repairs - BMS	4,893.00

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10077111 558413	Athletic Materials & Supplies	2,000.00
GENERAL FUND TOTAL		\$ 214,379.14
50011261 581722	Main File Server	1,033.00
50033110 581500	Vehicle Replacement	1,114.82
50044240 581602	Landfill Corrective Measures	86,085.95
50088150 581922	Bicycle Trail	38,034.00
50088150 581963	Safetea-Lu Grant	13,499.22
GENERAL CAPITAL PROJECTS FUND TOTAL		\$ 139,766.99
17964240 533260	Landfill Maintenance	1,425.00
SOLID WASTE FUND TOTAL		\$ 1,425.00
18974430 560174	Materials & Supplies - Chemicals	6,014.80
18974450 533113	Repairs & Maintenance - Plant	2,979.94
18974460 560170	Materials & Supplies	230.00
18974460 560191	Sewer Line Construction	53,550.00
WATER & SEWER FUND TOTAL		\$ 62,774.74
58974430 581134	Dry Chemical Feeders	13,995.00
58974430 581915	Repair/Replace Roof - Water Plant	30,970.00
58974430 582921	Stoney Creek Reservoir	5,051,272.20
58974450 581144	Replace Transfer Switch - PS #10	9,710.00
58974450 581970	Replace Roof - Belt Press Building	9,487.00
58974460 581967	Southern Rivers Project	41,768.90
WATER & SEWER CAPITAL PROJECTS FUND TOTAL		\$ 5,157,203.10
19981920 560071	Maintenance Supplies - Hydro Plant	12,221.48
19981930 560170	Materials & Supplies - Substations	36,753.01
19981940 533127	SCADA System Maintenance	9,550.00
19981940 560074	Wire & Cable	612.31
19981940 560170	Materials & Supplies - Trans & Distr	2,420.56
19981950 560170	Materials & Supplies - Street Lights	342.72
19981960 560170	Materials & Supplies - Meters	1,920.00
ELECTRIC FUND TOTAL		\$ 63,820.08
TOTAL OF ALL OUTSTANDING PURCHASE ORDERS		\$ 5,639,369.05

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City Manager Kolakowski said that at the end of Fiscal Year 2011, the City had numerous projects which were not completed or encumbered by a purchase order. The funds for these projects are needed in order to complete the various projects. After review of the requests for rollover of funds, the City Manager has recommended that the list of projects be approved for rollover from Fiscal Year 2011 and reappropriated to Fiscal Year 2012. A detailed listing of the amounts requested by account number was provided to members of City Council.

On motion by Councilman Stanley, seconded by Councilman Murray, voted upon and carried unanimously by a roll call vote, Council approved the rollover and reappropriation of funds. Roll call vote follows:

Councilman Murray	aye
Councilman Rush	aye
Councilman Stanley	aye
Councilman Vest	aye
Vice Mayor Wandrei	aye
Councilwoman Flood	aye
Mayor Tharp	aye

The list of projects follows as adopted:

ROLLOVER REQUESTS FROM FISCAL YEAR 2011

Acct #	Account Name	Amount Available for Rollover
100033 424051	Regional Crash Team Revenue	(5,139.94)
100033 433148	DMV Grant 2011	(8,848.12)
100033 433151	BVP 2010	(4,143.75)
10011242 555000	Finance - Training	1,000.00
10033110 557243	DMV Highway Safety Grant	7,376.79
10033110 557247	Regional Crash Team Grant	2,474.06
10044115 560171	Materials & Supplies - Curbs	4,182.32
10044120 560173	Materials & Supplies - Streets	18,558.07
10044120 560178	Blacktop	41,582.01
10044120 560179	Milling	1,159.03
10044320 533102	Equipment Maintenance & Repairs	6,941.08
GENERAL FUND TOTAL		\$ 65,141.55
50011261 581721	Primary Terminal Server	3,248.02

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50011261 581722	Main File Server	6,967.00
50011261 582915	Cooling System - Server Room	3,000.00
50033110 581303	Radios	25,000.00
50033110 581968	Security Enhancements	4,000.00
50033210 581303	Radios	32,000.00
50044115 581960	Stormwater Drainage	10,000.00
50044115 582916	GPS - Utilities	12,657.00
50044115 582934	Crosswalk Improvements	83,150.00
50044120 581101	Mower/Tractor	3,307.07
50044120 581143	Fuel Card System	22,129.69
50066211 581817	Restroom Hardware - BMS	7,000.00
50066211 581820	Replace Library Carpet - BES	5,749.00
50066211 581821	Paint Bldg Interior - BES	28,500.00
50066211 581822	Repair Brick Mortar - BMS	3,200.00
50088150 581933	Economic Development Fund	173,251.75
50088150 581948	Centertown Improvement Project	38,034.00
50088150 582919	Enterprise Zone Maintenance	7,549.59

GENERAL CAPITAL PROJECTS FUND TOTAL	\$	468,743.12
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18974410 531404	Professional Services	17,557.45
18974410 531409	Regional Water Supply Plan	5,000.00
18974430 531406	Water & Sewer Study	95,607.03
18974430 582921	Stoney Creek Reservoir	14,075.40
18974440 560190	Water Line Construction	3,900.00
18974450 531410	Engineering Services - W/W Reuse	6,205.00
18974450 533115	Repair/Maintenance - Pump Stations	16,443.44
18974450 551200	Heating Oil	5,000.00
18974450 560174	Materials & Supplies - Chemicals	28,448.08
18974460 533101	I & I Rehabilitation	19,327.46
18974460 560191	Sewer Line Construction	6,156.13
18974470 531403	Outside Lab Testing	5,190.31
18974470 533103	Software/Hardware Maintenance	1,000.00

WATER & SEWER FUND TOTAL	\$	223,910.30
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58974430 581915	Repair/Replace Roof	8,533.33
58974430 581924	Clean Holding Ponds	24,000.00
58974430 581969	Paint 1.0 MG Helm St. Tank	44,000.00
58974430 582912	460 West JEDA Water Line	52,364.10
58974430 582921	Stoney Creek Reservoir	648,016.60
58974440 560190	Water Line Construction	55,139.08

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58974440 581954	Low Volume Water Areas	120,000.00
58974440 582922	South St Waterline	10,000.00
58974450 581141	Motor Control Center	30,000.00
58974450 581970	Replace Roof - Belt Press Building	10,264.67
58974450 582937	Roof - Sludge Truck Area	14,000.00
58974460 533101	I & I Rehabilitation	248,619.25
58974460 560191	Sewer Line Construction	67,415.75
58974460 581967	Southern Rivers Project	153,944.50
WATER & SEWER CAPITAL PROJECTS FUND TOTAL		\$ 1,486,297.28
59981940 581513	Service Body for Truck	8,000.00
59981980 581512	Meter Reading Truck	22,000.00
ELECTRIC CAPITAL PROJECTS FUND TOTAL		\$ 30,000.00
40033110 560109	GREAT Donations	7,512.64
GREAT FUND TOTAL		\$ 7,512.64
TOTALS		\$ 2,281,604.89

City Manager Kolakowski said the City has received a copy of the Central Virginia Community Services Fiscal Year 2012 Performance Contract. The staff has reviewed this performance contract and agrees that it supports the mission of CVCS in providing mental health, retardation, substance abuse, and prevention services within the City. As part of its Fiscal Year 2011-2012 budget, the City has appropriated \$6,500 for provision of the services provided by the contract. The City Manager stated that Council was requested to approve the Central Virginia Community Services 2012 Performance Contract with the condition that the City's tax appropriation for services provided under the contract shall not exceed \$6,500.

On motion by Councilman Rush, seconded by Vice Mayor Wandrei, voted upon and carried unanimously by a roll call vote, Council approved the Central Virginia Community Services 2012 Performance Contract with the condition that the City's tax appropriation for services provided under the contract shall not exceed \$6,500. Roll call vote follows:

Councilman Rush	aye
Councilman Stanley	aye

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Councilman Vest	aye
Vice Mayor Wandrei	aye
Councilwoman Flood	aye
Councilman Murray	aye
Mayor Tharp	aye

The City Manager reported that the City's written position on Equal Opportunity needs to be updated on a regular basis. When approved by City Council, the signed written statement is posted on the City's Legal Posting Board in the Municipal Building. Mr. Kolakowski said that legal counsel has reviewed and approved the updated Equal Opportunity Statement. City Manager Kolakowski said City Council was requested to approve the proposed written statement as the City's position on Equal Opportunity.

On motion by Councilman Rush, seconded by Councilwoman Flood, voted upon and carried unanimously by a roll call vote, Council approved the Equal Opportunity Statement. Roll call vote follows:

Councilman Stanley	aye
Councilman Vest	aye
Vice Mayor Wandrei	aye
Councilwoman Flood	aye
Councilman Murray	aye
Councilman Rush	aye
Mayor Tharp	aye

The Equal Opportunity Statement follows as adopted:

City of Bedford Equal Opportunity Employer Statement

The City of Bedford is an Equal Opportunity Employer, and hereby affirms that it is the policy of the City to maintain and promote equal opportunity and diversity for all employees, applicants for employment and contractors in accordance with the relevant federal and State Laws.

The City will not discriminate on the basis of race, religion, color, national origin, sex, age, disability, marital status, veteran status, sexual orientation, ancestry, or citizenship status.

In support of a diverse workforce, decisions as to hiring, promotion and other aspects of the employment relationship will be based solely upon job related qualifications.

The City will not tolerate any kind of harassment of employees or retaliation against an employee who brings a complaint forward. Allegations of harassment will be taken seriously, promptly investigated, and appropriate action taken depending on the severity of the situation.

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Mayor Tharp adjourned the meeting at 7:29 p.m. until August 9, 2011, at 6:00 p.m. for a work session.